

Economic Development & Improvement Commission (EDIC)

Special Meeting – Tuesday, November 12, 2013 – 12:00 Noon

Basement Conference Room, Town Hall

MINUTES

1. Call To Order - The meeting was called to order at 12:10 P.M.
2. Attendance and Quorum (6 members required) – Members in attendance - Chairman Mark Trahan, Dan Silver, Joan Hughes, Gioia Zack, Dorcas McHugh, John Adamian, Greg Bedula, John Adamian. Also in attendance - Jeff Bridges – Town Manager, Peter Gillespie - Director of Planning, Leigh Standish – PZC Liaison and Tony Martino – Council Liaison.
3. Old Business
 - a. Vacant Property Updates - Peter Gillespie reported on the following properties:
 - 1178 Silas Deane Highway - Serious negotiations.
 - 1000 Silas Deane Highway – Negotiations ongoing.
 - 176 Cumberland Ave – CREC magnet school demolition underway.
 - 100 Great Meadow Road – Art Institute waiting for State approval.
 - b. Grant Status
 1. Heritage Interpretive Trail – HFPG and CT Humanities Grant Funding – Peter Gillespie reported on the funding awards of \$17,500 and \$35,000 and is preparing documentation for Council approval for the November 18 meeting. A committee will be formed and will kick off the process in December.
 2. State Bond Commission – Church/Main Street Intersection – Still waiting for State grant documentation approval.
 3. Farmer's Market – Now that the Market has ended for the year a wrap up meeting with Doug Sacks will be scheduled.
4. New Business
 - a. Business Outreach/Visitations – Peter Gillespie is working on an electronic visitation package which will be established for new businesses.
 - b. Town Calendar – 2014 – Peter Gillespie reported on progress and plans for the Calendar noting that the business directory has been eliminated and the Photo Contest deadline is today at 4 pm
 - c. Façade Improvement Grant Applications - Peter Gillespie reported on the status of the funding for the program and distributed a summary of available funding reporting that there is presently \$112,000 available from all combined sources. Mr. Gillespie distributed a memorandum dated November 12 summarizing a request from the owners of 20-30 Beaver Road requesting funding for exterior building and site improvements. The overall project budget is estimated at \$108,000, Mr. Gillespie reported that the Finance Committee recommended only a partial funding of the project as some of the costs are soft costs for architecture and project management, furthermore and due to the limited program budget only the costs of building reconstruction, painting and landscaping were recommended. 50% of this funding would be \$32,425. John Adamian motioned to approve funding in the amount of \$32,425 for the façade

improvements at 20-30 Beaver Road, Dorcas McHugh seconded the motion and all members voted in favor.

- d. Business Directory - Mark Trahan reported on a meeting with Tom Hemphill from the Data Services Department regarding website updates, a searchable Business Directory and the acquisition of the Shop Wethersfield domain. Additional meetings are needed to keep the progress moving forward.
- e. Holidays On Main – Mark Trahan, Peter Gillespie and Greg Bedula offered to man the fried dough booth at the events, details still need to be worked out with J's Restaurant for the December 5 event.
- f. Salute To Business – A summary of the event details was presented and it was suggested that a Marketing Subcommittee needs to be held to follow up.

5. Other Business - There was no other business.

6. Reports

Town Manager's Report – Manager Bridges reported on the High School project, new Mayor and new councilors.

Town Council Liaison's Report – Tony Martino reported on the wishes of the Mayor to be more proactive with Economic Development and the needs to have a meeting with the real estate community. Mr. Martino suggested contacting CCSU for intern assistance with the available property database.

Planning & Zoning Commission Liaison's Report – Leigh Standish reported on the discussions regarding Medical Marijuana Regulations, plans for 2 restaurants at the Goff Brook Shops, a home occupation and new bus shelters.

Tourism Commission Liaison's Report - Dorcas McHugh reported on a recent tour bus trip and the recent sale of Morris Farm and the Photo Contest deadline.

Redevelopment Agency Liaison Report - No additional report was given.

Chamber of Commerce Liaison's Report – No additional report as Melanie Goodin is hosting a HOM at the time of this meeting.

7. Chairman's Report – Mark Trahan reported that he looks forward to working with the new Mayor and the acquisition of Shop Wethersfield.Biz.

8. Sub-Committee Reports Marketing and Communications – Meeting scheduled for the following Friday.
 Financial Strategies - Nothing additional to report.
 Farmers' Market - Nothing additional to report.

9. Minutes – No minutes to approve.

10. Next Meeting – December 10, 2013

11. Correspondence - There was no other correspondence.

12. Adjournment - The meeting adjourned at 1:05 P.M.

Respectfully submitted,

Peter Gillespie, Town Planner